



# **“Building Business & Community Partnerships with Sandia National Laboratories”**

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## **RAPID PROCUREMENT DEPARTMENT**

Former Names for:

Just-In-Time (JIT)

Accelerated Procurement Systems (APS)

Procurement Card (P-Card)

### **Sandia Business Partners:**

**Jimmy Romero**

**844-3411**

**Judy Jojola**

**284-2893**





# Rapid Procurement Department Overview

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Rapid Procurement Organization 10254

Manager: Donald Larrichio 845-8137

Rapid Procurement at Sandia consists mainly of the following:

- Low value off-the-shelf items. Most procured items have a total values of less than \$25,000.00.
- One time purchase.
- Designed to provide quick service to Sandia Requesters.



# ACCELERATED PROCUREMENT SYSTEM (APS)

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- Small value, commercial off-the-shelf items.
- Items valued at \$25,000 or less.
- Individual PR's placed by Sandia requesters.
- One time purchase.



# APS Supplier Selection Methodology

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- APS Buyers typically award contracts based on supplier proposals that quote the lowest price for products that can be procured from various sources.
- Exceptions: Single source and sole source are the exceptions.



## APS Statistics:

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Fiscal Year 2000 total dollars spent:

• Small Business	\$ 35,312,018
• Disadvantaged	\$ 5,624,263
• Women-Owned	\$ 7,002,955
• 8(a)	\$ 2,009,294
• Total	\$499,485.00



## APS Contact List (continued)

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### Accelerated Procurement System Buyers:

- Bob Barton 844-6963
- Julie Rhoden 844-3104
- Barbara Forrest 845-8607



## Procurement Card (P-Card)

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- Visa
- Approximately 1,600 card holders (NM and CA sites)
- Non-restricted, commercial products
- Transaction Limits
  - \$5,000 per item
  - \$25,000 per transaction
- P-Card Coordinator:  
Bob Martinson 844-1431



## Example Of Items Purchased By Using The P-card

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- Office Supplies
- Computer Software
- Small dollar Lab equipment
- Hardware
- Electronic parts
- Minor Repairs

\*All these items can be procured by using a P-card.

If these items are on a JIT Contract, then the use of the JIT Contract is encouraged.





## **(JIT) SYSTEMS CONTRACTING**

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- Electronic ordering system implemented at Sandia in 1985.
- Replaced Sandia's warehouse system.
- Used to purchase repetitively ordered, commercial products and services.
- Allows customers to order via telephone, directly from the supplier or electronically from their desktop.



# Supplier Selection For JIT Contracts “Best Value Procurement”

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## What is it?

- ☞ Source selection method used to determine which proposal offers best tradeoff between price/cost and performance capabilities, where quality is considered an integral performance factor. Evaluation factors may include: performance capability, technical elements, past performance, total life cycle costs, experience, project management, safety management, facilities, equipment, and financial capability.



# Best Value Procurement Methodology

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- ☞ Organization experience, past performance, and proposed approach--in relation to price.
- ☞ Inspection of offerors work site/facilities and/or oral proposal presentations may be required.



# Expectations of Sandia Suppliers

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- Expectations of Sandia Suppliers

A Responsible Contractor is one who possesses:

- The resources/networks to obtain products or services.
- The ability to comply with the delivery schedule.
- Necessary production/construction/technical equipment and/or facilities, or to meet Sandia's requirements.
- The necessary organization, experience, accounting/operational controls to manage the contract.



## **Expectations of Sandia Suppliers(cont.)**

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- The technical skills/ability to perform or the means to items/services.
- An outstanding performance record.
- An outstanding record of integrity and business ethics.
- Continuous process improvement.
- Meet (or beat) delivery requirements.
- Provide quality products.
- Perform value-added services (bar-coding).
- Compliance with Sandia terms and conditions.
- Open Communication.



# How JIT Systems Contractors Are Paid:

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- No invoices, paperless process.
- Items received at Sandia are electronically scanned using barcodes.
- Weekly payments made electronically.



# Rapid Procurement Contact List:

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## JIT System Contract Buyers:

- Jeff Miller 844-9195
- Jimmy Romero 844-3411
- Dolores Gonzales-Limon 844-3015
- Cathy Putelli 284-5259



# How To Market To Sandia For JIT Contracts:

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Contact JIT buyer responsible for your commodity line

- Request the Period of Performance end date for the existing contract.
- Send business cards and information.





## JIT Statistics:

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Fiscal Year 2000 total dollars spent:

• Small Business	\$48,256,588
• Disadvantaged	\$40,447,797
• Women-Owned	\$24,143,456
- 8(a)	\$ 6,821,975
• Total	\$119,669,816